ADE Quick Reference Guides AzEDS Reports





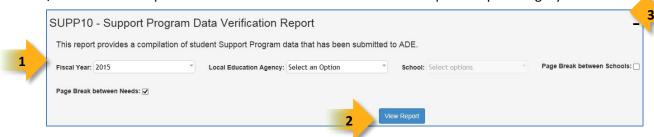






SUPP10 Support Programs Data

The SUPP10 Data Verification report displays all students with support needs that were submitted by a school/LEA and their respective Service information. All items on this report are pre-integrity.



(1) Reporting Parameters: Users must choose a fiscal year and School from the drop-down menus.



- The **Page Break between Schools** check box displays each school on a separate page. This is only applicable for LEAs with permissions to view submissions from multiple schools.
- The Page Break between Needs check box displays each Need on a separate page.
- (2) View Report: Queries the results once all parameters have been set.
- (3) Collapse: To provide more room for viewing the report, the button collapses the interface:
- **(4) Expand:** Click the **+** icon of a collapsed report to expand the search interface.
- (5) PDF/CSV/Print: Selecting PDF will prompt to save or open the report as a PDF file. Selecting CSV will prompt to save or open the report as an Excel document. Selecting Print will display the report in a print preview window. Click the printer icon to print the report as it appears on the screen.



- **(6) Search:** Type the name of entity, or part of a name, to quickly scan the report. Matches will be highlighted in blue.
- (7) Navigation: The and buttons move forward and backward, one page at a time. The and buttons move to the first and last page, respectively. A specific page number can be entered in the textbox, followed by hitting Enter on the keyboard.

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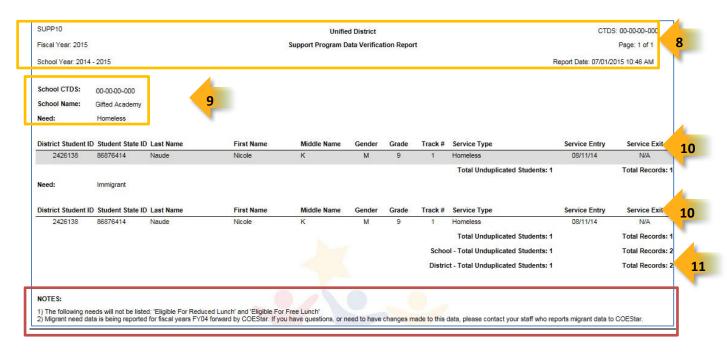












(8) Header: The report name, fiscal year, and school year display on the top-left corner each results page. The school/LEA and long report name display on the center of each results page. The CTDS number, page number, and date of the report display on the top-right corner of each results page.

(9) Sub-Header: The School CTDS, school name, and Need will display above the information for each section. If the Page Break between Schools and/or Need boxes is checked on the search interface, each section will display on a separate page

(10) Report Information: The following information will be listed per student:

- **District Student ID:** The identification number supplied by the LEA.
- Student State ID: The unique identification number supplied by ADE.
- Last name, First Name, and Middle Initial (if available).
- Gender and Grade

Created: 31-Aug-15

- Track #: The track associated with the calendar that was supplied by the school or LEA.
- Service Type: Indicates the type of service that is being supplied to support the student's Need.
- **Service Entry:** The date the student began receiving the support service.
- **Service Exit:** The date the student stopped receiving the support service.

(11) Totals: Displays the total number of unduplicated students and total records submitted at the end of each section. A discrepancy in these numbers indicates a student was submitted multiple times. At the end of the report, additional totals for all unduplicated students and total records for that school will be available.

♦ **Note:** Additional comments display under Notes, as shown in the red box.